United Nations ST/SGB/2011/10

Secretariat

19 October 2011

Secretary-General's bulletin

Young professionals programme

The Secretary-General, for the purpose of implementing the young professionals programme, and pursuant to General Assembly resolution 65/247 of 24 December 2010 on human resources management, promulgates the following:

Section 1
Objectives and scope

1.1 In accordance with Article 101, paragraph 3, of the Charter of the United Nations, and in order to ensure that the highest standards of efficiency, competence and integrity serve as the paramount consideration in the employment of staff, with due regard to the principle of equitable geographical distribution, the young professionals programme is designed to recruit junior professionals at the P-1 and P-2 levels through competitive examinations and to provide them with professional development support.

1.2 The young professionals programme builds upon and replaces the national competitive recruitment examination, and incorporates the competitive examination for recruitment to the Professional category of staff members from other categories.

1.3 The young professionals programme shall include all positions in the Professional category at the P-1 and P-2 levels established through the regular budget, excluding language posts, and up to 15 per cent of entry-level positions in field operations[1] financed through the regular budget and voluntary contributions.

Section 2
Eligibility

2.1 The examination is open to individuals who meet the requirements set out in the relevant administrative instructions.

[1] For the purposes of this administrative issuance, "field operations" are defined as special political missions and field offices of a Secretariat entity (Office for the Coordination of Humanitarian Affairs, Office of the United Nations High Commissioner for Human Rights, Office of Internal Oversight Services, Department of Economic and Social Affairs, United Nations Human Settlements Programme, United Nations Environment Programme and United Nations Office on Drugs and Crime).

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2.2 Subject to any further decision by the General Assembly, as a transitional measure for examinations conducted in 2011 and 2012, a staff member serving in the General Service and related categories may take the young professionals programme examination as an external candidate, provided that he or she meets all of the criteria set out in the relevant administrative issuances.

Section 3
Selection process

3.1 The selection process consists of a threefold process set out in the relevant administrative issuances. Candidates will initially be screened to ensure that they fully meet the minimum requirements for the young professionals programme.

3.2 The second part of the selection process will be carried out in the form of a competitive examination consisting of two components. The written examination will consist of a general part and a specialized part assessing the candidates' proficiency in the relevant subject matter. Lastly, candidates who have passed the written component will undergo an oral examination.

3.3 All written and oral examinations shall follow a similar format in all job families, which shall be applied to the examinations to be held for the recruitment of candidates as part of the young professionals programme.

3.4 Examinations shall be offered in job families that are expected to have a large number of vacancies at the P-1 and P-2 levels in the upcoming years.

3.5 The Central Examinations Board and the Central Recruitment Examination Board shall be amalgamated and henceforth referred to as the Central Examinations Board. The amalgamation of these boards shall ensure the harmonization of the performance standards at all stages of the examination process. The Central Examinations Board shall be responsible for overseeing the procedures and arrangements for the young professionals programme examination.

3.6 The examination shall be conducted by Specialized Boards of Examiners established for each job family and functioning under the overall responsibility of the Central Examinations Board. The Specialized Board of Examiners of a particular job family reserves the right to modify the format of the specialized part of the written and the oral examinations in order to test knowledge, skills and attributes relevant to that job family.

Section 4
Professional development support

4.1 Successful candidates, upon placement, shall be supported by a series of structured programmes aimed at developing and fostering adaptable and diverse international civil servants ready to respond to the evolving mandates of the Organization.

4.2 Prior to assuming their functions, successful candidates shall complete a two-week orientation and training programme.

4.3 Upon assuming their functions, respective managers will ensure that candidates have defined workplans, performance objectives and training and learning plans. Candidates will be expected to serve on two different assignments

and will be subject to a structured performance assessment and learning and development programmes.

4.4 The participants shall join a global network of peer professionals for future support and knowledge sharing in their respective areas. Each participant shall be assigned a mentor, who will provide further guidance to ensure successful and accelerated integration into the Organization.

Section 5
Implementation

5.1 Heads of departments and offices shall be held accountable for ensuring that all positions earmarked in accordance with section 1.3 above are filled through the young professionals programme, with the understanding that all other such positions, as well as positions at the P-1 and P-2 levels financed through peacekeeping budgets, shall be advertised.

5.2 Departments and offices shall participate in the young professionals programme by identifying and releasing suitable staff to serve as members of the Specialized Boards of Examiners on a full-time basis for specified periods to participate in the examination process.

5.3 The Office of Human Resources Management shall be responsible for managing the young professionals programme as well as collaborating with departments and offices to ensure their compliance with the requirements for recruitment at the P-1 and P-2 levels.

Section 6
Final provisions

6.1 The present bulletin shall enter into force on the date of its issuance.

6.2 Secretary-General's bulletin ST/SGB/210 of 22 January 1985, entitled "National competitive examinations", is hereby abolished.

(*Signed*) **BAN** Ki-moon
Secretary-General